











MALLORY Docket: 1371555 - 13103

Postal Regulatory Commission  
 Submitted 10/13/2011 10:13:33 AM  
 Filing ID: 76667  
 Accepted 10/13/2011

\*These are the 1st 18 documents that should be completed Scanned and sent to the MPOO for review

Page	Document		
1.	Request/approval to study for discontinuance (03/18/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2.	Notice (if appropriate) to Headquarters of suspension	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3.	Notice (if appropriate) to customers/district personnel of suspension	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.	Highway map with community highlighted (03/23/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5.	Eviction notice (if appropriate) (03/23/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Building inspection report and original photos of building deficiencies (if appropriate) (03/23/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7.	Post Office and community photos (03/28/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8.	PS Form 150, Postmaster Workload Information (03/29/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Worksheet for calculating work service credit (03/23/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10.	Window transaction record (04/09/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11.	Record of incoming mail (04/09/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12.	Record of dispatched mail (04/09/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13.	Administrative postmaster/OIC comments (03/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14.	Inspection Service/local law enforcement vandalism reports (03/23/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15.	Post Office fact sheet (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16.	Community fact sheet (07/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17.	Alternate service options/cost analysis (04/06/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18.	Form 4920, Post Office Fact Sheet (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19.	Recommendation and Service Replacement Type (04/12/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20.	Questionnaire instruction letter to postmaster/OIC (04/26/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21.	Cover letter, questionnaire, and enclosures (04/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
22.	Returned customer questionnaires and Postal Service response letters (04/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
23.	Analysis of questionnaires (05/16/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
24.	Community meeting roster (05/04/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
25.	Community meeting analysis (05/04/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
26.	Community meeting letter (Need to set before questionnaire if not held before) (04/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
27.	Petition and Postal Service response letter (if appropriate) (01/01/1900)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
28.	Congressional inquiry and Postal Service response letter (if appropriate) (01/01/1900)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
29.	Proposal checklist (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
30.	District notification to Government Affairs (05/21/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
31.	Instructions to postmaster/OIC to post proposal (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
32.	Invitation for comments exhibit (05/21/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
33.	Proposal exhibit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
34.	Comment form exhibit (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
35.	Instructions for postmaster/OIC to remove proposal (07/15/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
36.	Round-date stamped proposals and invitations for comments from affected offices ()	<input type="checkbox"/>	<input checked="" type="checkbox"/>
37.	Notification of taking proposal and comments under internal consideration (07/15/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
38.	Customer comments and Postal Service response letters (06/03/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
39.	Premature Postal Regulatory Commission appeal and Postal Service response letter (if appropriate) ()	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
40.	Analysis of comments (07/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
41.	Revised proposal (if appropriate) (07/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
42.	Updated PS Form 4920 (if appropriate) (05/19/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
43.	Certification of record (07/25/2011)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
44.	Log of Post Office discontinuance actions (07/25/2011)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Below is the letters that need to go out and forms to complete for Posting the Final Determination for MALLORY

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*These are the 1st 18 documents that should be completed Scanned and sent to the MPOO for review			<a href="#">Return to Flow...</a>
Page	Document		
41.	Revised proposal (if appropriate) (07/25/2011)	<input checked="" type="checkbox"/>	
42.	Updated PS Form 4920 (if appropriate) (05/19/2011)	<input checked="" type="checkbox"/>	
43.	Certification of record (07/25/2011)	<input checked="" type="checkbox"/>	
44.	Log of Post Office discontinuance actions (07/25/2011)	<input checked="" type="checkbox"/>	
45.	Transmittal to vice president, Delivery and Retail, from district manager, Customer Service and Sales (07/26/2011)	<input checked="" type="checkbox"/>	
46.	Headquarters' acknowledgment of receipt of record (08/14/2011)	<input checked="" type="checkbox"/>	
47.	Final determination transmittal letter from Headquarters (08/19/2011)	<input checked="" type="checkbox"/>	
48.	Instruction letter to postmaster/OIC on posting ()	<input checked="" type="checkbox"/>	
49.	Round-date stamped final determination cover sheets ()	<input type="checkbox"/>	
50.	Postal Bulletin Post Office Change Announcement ()	<input type="checkbox"/>	
51.	Vice president, Delivery and Retail, instruction letter (08/19/2011)	<input checked="" type="checkbox"/>	

### FILE LINK

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03/18/2011

EDWARD PHELAN  
DISTRICT MANAGER  
ALBANY PFC

SUBJECT: Authority to Conduct Investigation

I request your authorization to investigate a possible change in postal services for the office in the NY - 23 congressional district.

Post Office Name:	MALLORY
Zip+4 Code:	13103-9998
EAS Level:	11
Finance Number:	354990
County:	Oswego
Proposed Admin Office:	CENTRAL SQUARE PO
ADMIN Miles Away:	5.4
Near Office Name:	CENTRAL SQUARE PO
Near Miles Away:	5.4
Number of Customers:	
Post Office Box:	28
General Delivery:	0
Rural Route (RR):	0
Highway Contract Route (HCR):	0
Intermediate RR:	0
Intermediate HCR:	0
City Delivery:	0
Total Customers:	28
ZIP Code Change:	Yes <input type="checkbox"/> NO <input checked="" type="checkbox"/> ZIP Code

The above office became vacant when the postmaster was reassigned on 03/31/2009.

We can provide regular and effective service through alternate channels.

MICHELLE KRUL  
Manager, Post Office Operations

Approval to Study for Discontinuance:

EDWARD PHELAN  
DISTRICT MANAGER  
ALBANY PFC

03/18/2011

DATE

cc: Area Manager, Public Affairs and Communication



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## NOTICE OF POST OFFICE EMERGENCY SUSPENSION

**A. Office**

Name: MALLORY State: NY Zip Code: 13103  
Area: NORTHEAST District: ALBANY PFC  
Congressional District: NY - 23 County: Oswego  
EAS Grade: 11 Finance Number: 354990  
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

- There was no Emergency Suspension for this office

Prepared by: Nadine Tremblay  
Title: ALBANY PFC Post Office Review Coordinator  
Tele No: (518) 452-4080

Date: 03/23/2011  
Fax No: (518)  
464-7429



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## NOTICE TO CUSTOMERS/DISTRICT PERSONNEL OF SUSPENSION

**A. Office**

Name: MALLORY State: NY Zip Code: 13103  
Area: NORTHEAST District: ALBANY PFC  
Congressional District: NY - 23 County: Oswego  
EAS Grade: 11 Finance Number: 354990  
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

There was no Emergency Suspension for this office

Prepared by: Nadine Tremblay  
Title: ALBANY PFC Post Office Review Coordinator  
Tele No: (518) 452-4080

Date: 03/23/2011  
Fax No: (518) 464-7429



A service of



# Post Office™ Locations

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 ITEM NO. 4  
 PAGE 1

## Post Office™ Locations near 13103



1 **Post Office™**  
**Location -**  
**MALLORY**  
 77 COUNTY ROUTE  
 32  
 MALLORY, NY 13103-  
 9998  
 (800) ASK-USPS  
 (800) 275-8777  
 (315) 668-3043

1.2 mi

**Business Hours**  
 Mon-Fri  
 7:00am-10:45am  
 Sat  
 9:00am-11:45am  
 Sun  
 closed

**Services**  
[PO Boxes Online](#)

Service hours may vary. Please  
 check link for business hours.

2 **Post Office™**  
**Location - WEST**  
**MONROE**  
 2301 STATE ROUTE  
 49  
 WEST MONROE, NY  
 13167-9998  
 (800) ASK-USPS  
 (800) 275-8777  
 (315) 668-2856

3.6 mi

**Business Hours**  
 Mon-Fri  
 8:30am-12:30pm  
 2:00pm-4:00pm  
 Sat  
 9:30am-11:30am  
 Sun  
 closed

**Services**  
[Passport Application](#)  
[Services](#)  
[PO Boxes Online](#)

Service hours may vary. Please  
 check link for business hours.

3 **Post Office™**  
**Location -**  
**CENTRAL**  
**SQUARE**  
 555 S MAIN ST  
 CENTRAL SQUARE,  
 NY 13036-9998  
 (800) ASK-USPS  
 (800) 275-8777  
 (315) 668-6711

**Business Hours**  
 Mon-Fri  
 8:30am-10:15am  
 11:15am-5:00pm  
 Sat  
 8:30am-12:00pm  
 Sun  
 closed

**Services**  
[PO Boxes Online](#)

Service hours may vary. Please  
 check link for business hours.

4.2 mi

4 **Post Office™**  
**Location -**  
**HASTINGS**  
 6 COUNTY ROUTE 45  
 HASTINGS, NY  
 13076-9998  
 (800) ASK-USPS  
 (800) 275-8777  
 (315) 668-2056

**Business Hours**  
 Mon-Fri  
 7:00am-12:00pm  
 2:00pm-4:00pm  
 Sat  
 8:00am-11:00am  
 Sun  
 closed

**Services**  
PO Boxes Online

Service hours may vary. Please  
 check link for business hours.

4.4 mi

5 **Post Office™**  
**Location - PARISH**  
 2963 E MAIN ST  
 PARISH, NY 13131-  
 9998  
 (800) ASK-USPS  
 (800) 275-8777  
 (315) 625-7511

**Business Hours**  
 Mon-Fri  
 8:15am-11:30am  
 1:00pm-4:45pm  
 Sat  
 9:00am-11:00am  
 Sun  
 closed

**Services**  
PO Boxes Online

Service hours may vary. Please  
 check link for business hours.

5.7 mi

## Post Office™ Locations near 13103

### By City

MALLORY      WEST MONROE      CENTRAL      HASTINGS      PARISH  
SQUARE

### By ZIP Code

13167    13036    13076    13131    13029    13044    13107    13132    13028    13041  
13114    13493    13135    13042    13302    13220    13483    13090    13030    13121

## People and Business Search Find people and businesses at [WhitePages.com](http://WhitePages.com)

### People Search

Search for a person and  
 perform a reverse lookup  
 on phone numbers and  
 addresses.

### Business Search

Search for a business by name or  
 category nationwide.

### Reverse Phone Number

See who is calling you

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ITEM NO. 5  
PAGE 1

March 23, 2011

RE: Mallory NY 13103

Memo to the record. There is no page 5, Eviction Notice.

This is a management initiated study and an eviction does not apply.

*Nadine Tremblay*

Nadine Tremblay  
Post Office Review Coordinator





DOCKET NO. 1371555-13103  
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March 23, 2011

RE: Mallory NY 13103

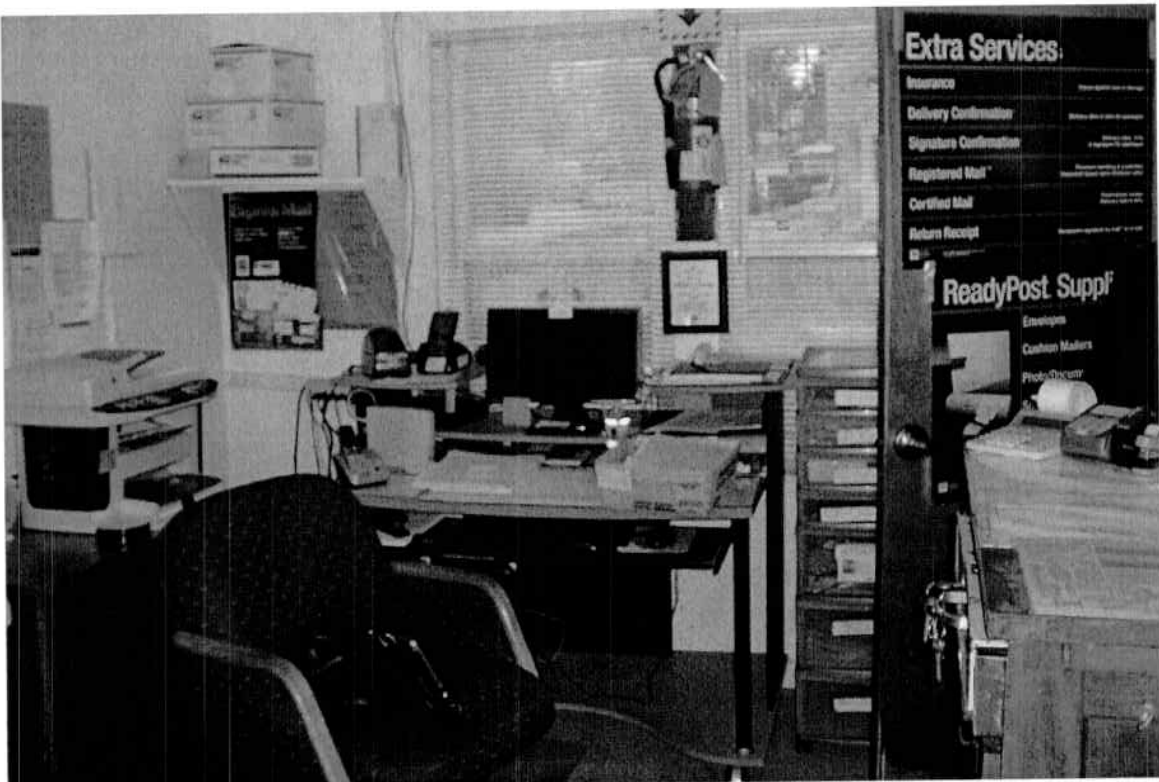
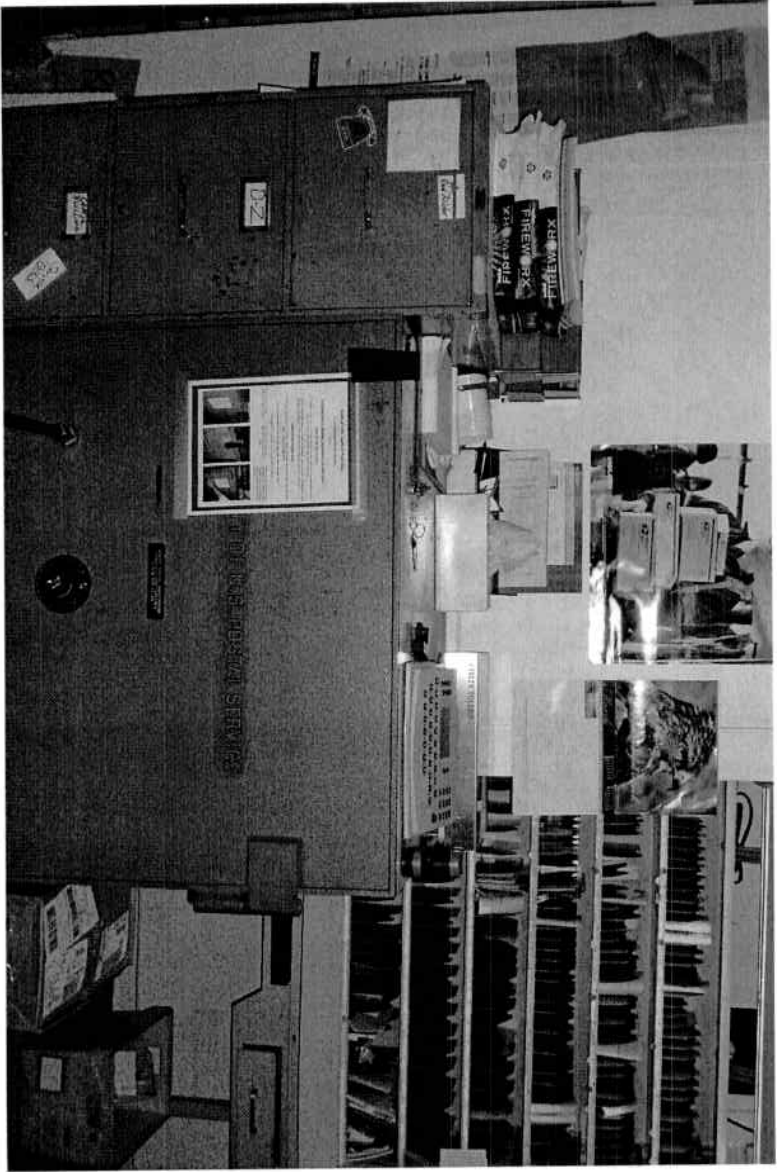
Memo to the record. There is no page 6, Building inspection report and original photos of building deficiencies.

This is a management initiated study; therefore, this item does not apply.

*Nadine Tremblay*

Nadine Tremblay  
Post Office Review Coordinator

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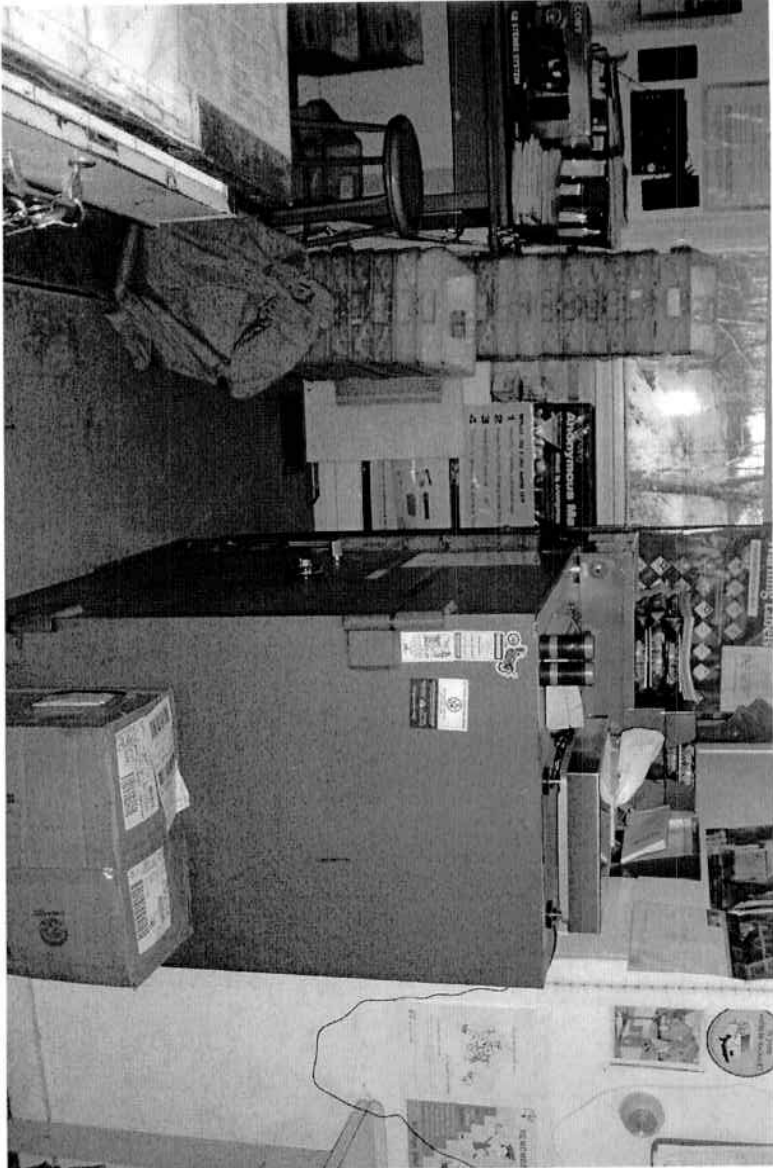


**Extra Services:**

Insurance	Insurance available for shipping
Delivery Confirmation	Electronic notice of delivery to the recipient
Signature Confirmation	A signature from the recipient is required
Registered Mail™	Provides the highest level of security and protection for your mail
Certified Mail	Provides proof of mailing and delivery
Return Receipt	Provides proof of mailing and delivery

**ReadyPost Supply**

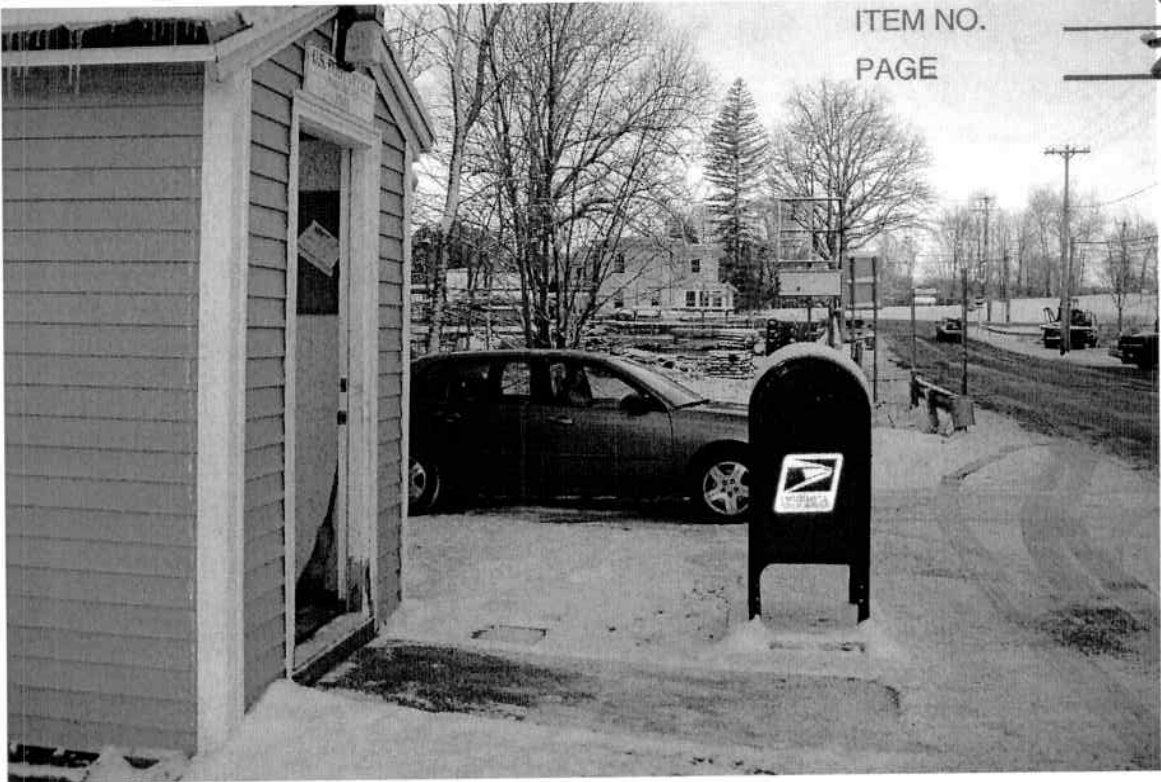
- Envelopes
- Custom Mailers
- Photo Discs



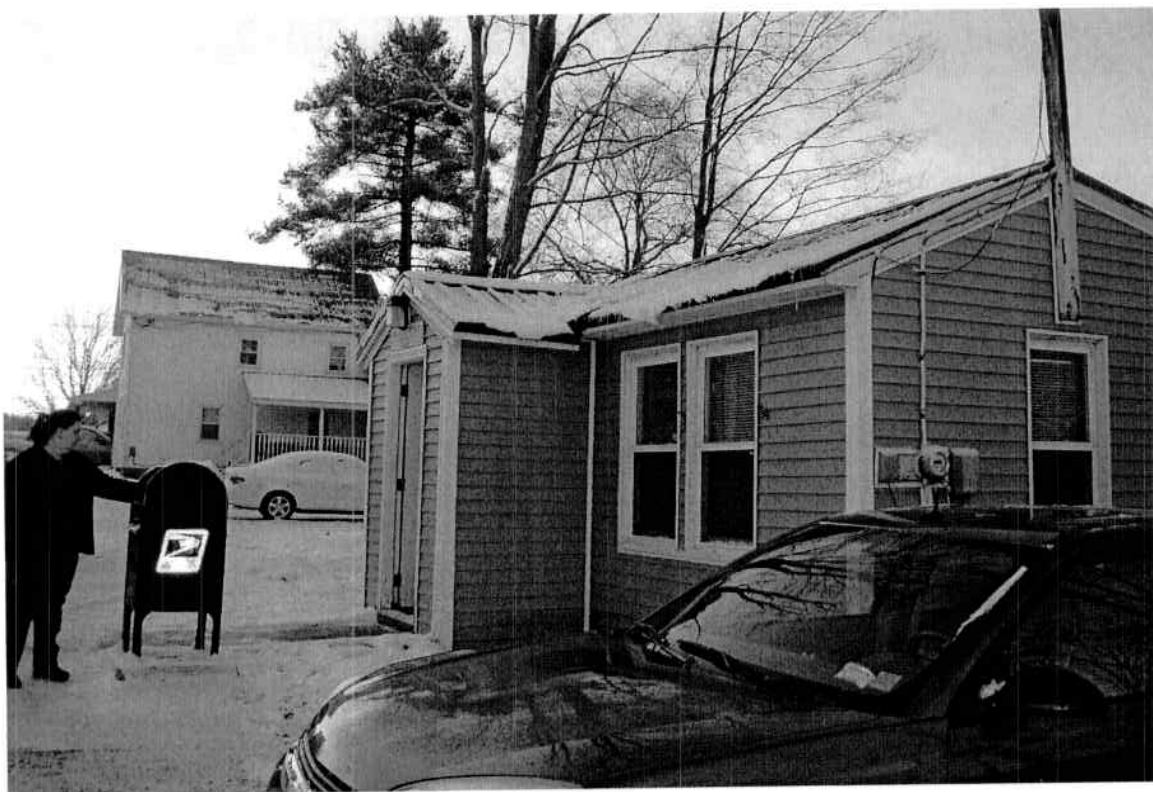
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# PS Form 150, Postmaster Workload Information

Post Office, State & Zip Code MALLORY, NY 13103		Postmaster's Signature QN66NB	Date 03/23/2011
District Office, State & Zip Code ALBANY PFC, NY 12288		District Manager's Signature KY2CNZ	Date 03/29/2011
(Check Box)		See Instructions on Reverse	
<input checked="" type="checkbox"/> Vacancy <input type="checkbox"/> Management Review <input type="checkbox"/> RFR			
1. Current Office Level			11
2. Finance Number	(1-6)		354990
3. General Delivery Families Served	(7-9)		0
4. Post Office Boxes/Call Boxes Rented	(10-15)		31
5. Possible City Deliveries	(16-20)		0
6. Administrative Rural Boxes Served	(21-25)		0
7. Intermediate Rural Boxes Served	(26-30)		134
8. Administrative Responsibility form Intermediate Rural Boxes for Other Offices	(31-35)		0
9. Administrative Highway Contract/Star Route Boxes Served	(36-39)		0
10. Intermediate Highway Contract/Star Route Boxes Served	(40-43)		0
11. Administrative Responsibility for Intermediate Highway Contract/Star Route Boxes for Other Offices	(44-47)		0
12. Number of Carrier Stations/Branches	(48-49)		0
13. Number of Finance Stations/Branches	(50-51)		0
14. Number of Contract Stations/Branches & Community Post Offices	(52-53)		0
15a. Does Office Experience A Seasonal Workload? (box one "Y" of yes, "N" for no) (If you answer "yes" of this question, complete 'Seasonal Workload' section on reverse.)	(54)		N
15b. Duration of Experience A Seasonal Workload? (minimum of 8 weeks)	(55-56)		0
16. Does Office Perform Outgoing Distribution for Other Offices?	(57)		N
17. Does Office Perform Incoming Distribution for Other Offices?	(58)		N
18. Does Office Perform Incoming Secondary Distribution for Other Offices?	(59)		N
19. Do You Separate All Incoming Letter Size Mail to City & Rural Carrier Routes for Your Own Office?	(60)		Y
20. Do You Separate All Incoming Flat Size Mail to City & Rural Carrier Routes for Your Own Office?	(61)		Y
21. Do You Have Responsibility for Vehicle Maintenance Facilities?	(62)		N
22. Does Your Office Have Administrative Responsibility for an Air Transfer Office?	(63)		N
23. Is Postmaster Lessor for Government Owned Building?	(64)		N
24. Does Office Have MPLSM/SPLSM?	(65)		N
25. Does Office Distribute Food Stamps?	(65)		N

# PS Form 150, Postmaster Workload Information

	Normal	During Seasonal Period
General Delivery Families Served	0	0
Post Office Boxes/Call Boxes Rented	31	0
Possible City Deliveries	0	0
Administrative Rural Boxes Served	0	0
Intermediate Rural Boxes Served	134	0
Administrative Responsibility/Number Intermediate Rural Boxes	0	0
Administrative Highway Contract/Star Route Boxes Served	0	0
Intermediate Highway Contract/Star Route Boxes Served	0	0
Administrative Responsibility/Number Intermediate Highway Contract/Star Route Boxes	0	0

## Instructions

- Enter current evaluated office level.
- Enter the 6 digit post office finance number.
- Enter number of general delivery families served.
- Enter total number of post office boxes and call boxes rented. Do not confuse with the total number available. This total should include boxes rented at classified stations/branches as well as the main office including GPO's.
- Enter total possible city deliveries. The total reported should equal the total possible deliveries shown on Form 1621, *Carrier Route Report* for the previous accounting period.
- Enter the number of administrative boxes served. This is the number of rural route boxes served, within your ZIP Code ONLY by carriers administratively reporting to you. Do not include boxes on the routes which are in the ZIP Code of an intermediate office.
- Enter the number of intermediate rural boxes served. This is the number of rural boxes, within your ZIP Code, served by a carrier administratively reporting to another postmaster. For credit, the mail must be incoming to your office and separated to the routes within your ZIP Code by you or your employees prior to carrier sequencing.
- Enter the number of intermediate rural boxes for which you are administratively responsible. This is the number of boxes served by a carrier administratively responsible to you, but which are located in the ZIP Code for another office.
- Enter the number of administrative highway contract star route boxes served. This is the total number of star route boxes served within your ZIP Code ONLY by a contractor for whom you have administrative responsibility. Do not include boxes on the routes which are in the same ZIP Code of an intermediate office.
- Enter the number of intermediate highway contract star route boxes served. This is the total number of star route boxes served within your ZIP Code ONLY by a contractor who administratively reports to another Postmaster. For credit the mail must be incoming to your office and separated to the contract route by you or your employees.
- Enter the number of intermediate highway contract star route boxes for which you are administratively responsible. This is the number of boxes served by a contractor for whom you are administratively responsible and which are located in the ZIP Code of another office.
- Enter the number of classified stations and/or branches that have carrier delivery service.
- Enter the number of classified finance stations and/or branches (without carrier delivery service) staffed by postal employees.
- Enter the total number of contract stations, rural stations and community post offices.
  - A contract station is a detached finance unit manned by non-postal employees.
  - A rural station is a post office box delivery unit serviced by a rural carrier.
  - A community post office is a contract unit which provides service in a small community.
- To receive credit for a seasonal workload increase the items shown on the seasonal workload portion of the form must show a 25% increase and must last for a minimum of 8 weeks. The Christmas Season is not to be considered as a seasonal workload increase. Should your office have a seasonal workload increase you should enter the exact number of weeks the season lasts and complete the seasonal workload portion of the form in its entirety.

## Questions 16 Thru 25 Should Be Answered Y (Yes) or N (No)

- Does office separate massed outgoing mail originating in other associate offices to three digit ZIP CODE designating offices and/or area distribution centers and demonstrate a culling, facing and cancelling operation?
- Does office separate massed three digit sorted incoming mail to a five digit sort for other associate offices?
- Does office separate incoming mail to carrier routes for other associate offices?
- Does office separate all incoming letter size mail to city, rural and/or star routes?
- Does office separate all incoming flats to city and/or rural carrier routes without assistance from an MPC?
- Do you have a vehicle maintenance facility under your jurisdiction?
- Do you have an air transfer office under your jurisdiction?
- Do you occupy a government-owned building and lease a portion of the building to someone else?
- Does your office operate a Multiple Position Letter Sorting Machine (MPLSM) or Single Position Letter Sorting Machine (SPLSM)?
- Does your office distribute food stamps?

## Worksheet for calculating Workload Service Credit (WSC) for Post Offices

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## Worksheet for calculating Workload Service Credit (WSC) for Post Offices

Office Name: MALLORY  
 Office Zip+4: 13103 -9998 District: ALBANY PFC

## Activity WSCs

General Delivery Families Served (Item 3, PS Form 150) .....	<u>0</u>	X 1.0	=	<u>0</u>
Post Office Boxes/Call Boxes Rented (Item 4, PS Form 150) .....	<u>28</u>	X 1.0	=	<u>28</u>
Possible City Deliveries (Item 5, PS Form 150) .....	<u>0</u>	X 1.33	=	<u>0</u>
Administrative Rural Boxes Served (Item 6, PS Form 150) .....	<u>0</u>	X 1.0	=	<u>0</u>
Intermediate Rural Boxes Served (Item 7, PS Form 150) .....	<u>0</u>	X 0.7	=	<u>0</u>
Administrative Responsibility for Intermediate Rural Boxes for Other Offices (Item 8, PS Form 150) .....	<u>0</u>	X 0.3	=	<u>0</u>
Administrative Highway Contract/Star Route Boxes Served (Item 9, PS Form 150) .....	<u>0</u>	X 1.0	=	<u>0</u>
Intermediate Highway Contract/Star Route Boxes Served (Item 10, PS Form 150) .....	<u>0</u>	X 0.7	=	<u>0</u>
Administrative Responsibility for Intermediate Highway Contract/Star Route Boxes for Other Offices (Item 11, PS Form 150) .....	<u>0</u>	X 0.3	=	<u>0</u>
Total Activity WSCs .....				<u>28</u>

## Revenue WSCs

First	25 revenue units: 1.00	X <u>25</u> units	=	<u>25.00</u>
Next	275 revenue units: 0.50	X <u>22</u> units	=	<u>11.00</u>
Next	700 revenue units: 0.25	X <u>0</u> units	=	<u>0.00</u>
Next	5000 revenue units: 0.10	X <u>0</u> units	=	<u>0.00</u>
	Balance of revenue units: 0.01	X <u>0</u> units	=	<u>0.00</u>
Total revenue WSCs:				<u>36.00</u>

Activity WSCs 28 + Revenue WSCs = 36.00 Base WSCs 64.00 = EAS Grade C

Previous evaluation: EAS grade 11

Effective date of change in service hours: \_\_\_\_\_ (if appropriate)  
 (when a vacancy exists, hours must reflect the appropriate EAS grade)

Worksheet completed by:

NADINE TREMBLAY

NADINE.M.TREMBLAY@USPS.GOV

Printed Name

Signature

ALBANY PFC District Review Coordinator

03/23/2011

Title

Date



03/23/2011

PAGE 1

OIC/POSTMASTER

SUBJECT: MALLORY Post Office

As you are aware, the Postal Service is evaluating a possible change in how postal services are provided to MALLORY customers.

Please conduct the following surveys: Window Transaction Survey, Survey of Incoming Mail, and Survey of Dispatched Mail at the MALLORY Post Office for a 2-week period. The surveys should begin 03/26/2011 and end on 04/08/2011. Please complete the enclosed forms as accurately as possible.

All forms should be completed by 04/09/2011. The completed forms may become part of an official and public record.

Thank you for your assistance. If you have any questions, please contact NADINE TREMBLAY, Post Office Review Coordinator, at (518) 452-4080.

NADINE TREMBLAY

Post Office Review Coordinator

cc: Official Record

Links: Window Transaction Survey - [http://hqcsopps/po\\_dis/win/in\\_survey.cfm?fin=1371555](http://hqcsopps/po_dis/win/in_survey.cfm?fin=1371555)  
Survey of Incoming Mail - [http://hqcsopps/po\\_dis/invol/in\\_survey.cfm?fin=1371555](http://hqcsopps/po_dis/invol/in_survey.cfm?fin=1371555)  
Survey of Dispatched Mail - [http://hqcsopps/po\\_dis/outvol/in\\_survey.cfm?fin=1371555](http://hqcsopps/po_dis/outvol/in_survey.cfm?fin=1371555)



## Window Transaction Survey

G83950

in the survey period.

Day/Date	Postage Sales (.777)	Priority Parcels Money Orders (1.083)	Express Registered C.O.D (1.969)	Passports Meter Settings (5.06)	Box Rent (2.875)	Certified Special Service (1.792)	Misc. Services (1.787)	Nonrevenue Services (1.188)
Sat - 03/26	2	0	0	0	0	0	0	0
Sun - 03/27	0	0	0	0	0	0	0	0
Mon - 03/28	2	0	0	0	0	0	0	0
Tue - 03/29	2	5	0	0	1	0	1	8
Wed - 03/30	3	0	1	0	0	0	0	5
Thu - 03/31	1	0	0	0	0	0	0	11
Fri - 04/01	5	2	0	0	0	0	0	13
Sat - 04/02	0	0	0	0	0	0	0	4
Sun - 04/03	0	0	0	0	0	0	0	0
Mon - 04/04	1	3	0	0	1	0	0	11
Tue - 04/05	11	1	0	0	1	1	0	6
Wed - 04/06	5	3	0	0	0	0	0	7
Thu - 04/07	4	1	0	0	0	0	0	7
Fri - 04/08	3	0	0	0	2	0	0	2
TOTALS	39	15	1	0	5	1	1	74
Time Factor	X .777	X 1.083	X 1.969	X 5.06	X 2.875	X 1.792	X 1.787	X 1.188
Daily Average	2.8	1.5	0.2	0.0	1.3	0.2	0.2	8.0
Average Number Daily Transactions:								
12.4					Average Daily Retail Workload in Minutes:			
					14.2			

## Survey of Incoming Mail

Survey of Incoming Mail  
(Record in Pieces)

Post Office Name and Zip+4 MALLORY 13103 - 9998  
Dates Recorded 03/26/2011 through 04/08/2011

Date	Letters		Flats		Parcels		Other	
	First Class	Standard	First Class	Standard	Priority	Standard		
Sat - 03/26	175	112	20	52	0	2	6	0
Sun - 03/27	0	0	0	0	0	0	0	0
Mon - 03/28	245	150	29	177	3	7	5	0
Tue - 03/29	255	92	7	66	0	9	0	0
Wed - 03/30	347	81	7	184	0	1	0	0
Thu - 03/31	129	185	20	193	3	10	1	0
Fri - 04/01	185	99	20	193	3	10	1	0
Sat - 04/02	243	114	41	223	0	5	0	0
Sun - 04/03	0	0	0	0	0	0	0	0
Mon - 04/04	254	265	33	125	2	21	2	0
Tue - 04/05	156	106	8	45	1	8	0	0
Wed - 04/06	176	91	31	29	3	3	0	0
Thu - 04/07	215	104	20	185	7	3	0	0
Fri - 04/08	152	127	56	55	4	9	0	0
TOTALS	2,532	1,526	292	1,527	26	88	15	0
Daily Average	211.0	127.2	24.3	127.3	2.2	7.3	1.3	0.0

Signature of Person Making Count: G83950  
Printed Name: G83950  
Date: 04/09/11

### Conversion Rate

Letter Type	Total Pieces Per Foot	Flat Type	Total Pieces Per Foot
Manual Letters	227	Manual Flats	115
Automated Letters	215	Automated Flats	115
Sequenced Letters	227	Sequenced Flats	115

Conversion rates are subject to periodic updates which will be published and disseminated when applicable.

## Survey of Dispatched Mail

Survey of Dispatched Mail  
(Record in Pieces)

Post Office Name and Zip+4 MALLORY 13103 - 9998  
Dates Recorded 03/26/2011 through 04/08/2011

Date	Letters		Flats		Parcels		Other	
	First Class	Standard	First Class	Standard	Priority	Standard		
Sat - 03/26	42	0	1	21	0	0	0	0
Sun - 03/27	0	0	0	0	0	0	0	0
Mon - 03/28	21	0	1	0	1	0	0	0
Tue - 03/29	30	0	2	0	5	0	0	0
Wed - 03/30	42	0	2	0	1	0	1	0
Thu - 03/31	9	0	1	0	0	0	0	0
Fri - 04/01	28	0	2	0	2	0	0	0
Sat - 04/02	13	0	0	0	0	0	0	0
Sun - 04/03	0	0	0	0	0	0	0	0
Mon - 04/04	28	0	2	0	0	0	0	0
Tue - 04/05	31	0	18	0	0	0	0	0
Wed - 04/06	14	0	0	0	3	0	0	0
Thu - 04/07	128	0	1	0	1	0	0	0
Fri - 04/08	21	3	0	0	0	0	0	0
TOTALS	407	3	30	21	13	0	1	0
Daily Average	33.9	0.3	2.5	1.8	1.1	0.0	0.1	0.0

Signature of Person Making Count: G83950  
Printed Name: G83950  
Date: 04/09/11



03/25/2011

OIC/POSTMASTER

SUBJECT: MALLORY Post Office

Please provide the names and addresses of businesses, religious institutions, civic organizations, and local government offices, and schools that are served by the MALLORY Post Office. The list of businesses should include small, part-time and in-home businesses, as well as public institutions, such as schools, police departments, etc; religious institutions and businesses physically located outside the community that use retail services on a routine basis at the MALLORY Post Office. Also, please provide the total number of permit mailers and postage meter customers. Indicate in the space below the total number of Post Office box, general, and street delivery customers served by the office. Return all documents to NADINE TREMBLAY by 04/08/2011. This information will be entered into the official record for public viewing.

Post Office Box	<u>31</u>
General Delivery	<u>0</u>
Rural Route (RR)	<u>0</u>
Highway Contract Route (HCR)	<u>0</u>
Intermediate RR	<u>134</u>
Intermediate HCR	<u>0</u>
City Delivery	<u>0</u>
Total Customers	<u>165</u>

If you have any comments on alternate means of providing services to the MALLORY customers, please provide them below:

Mallory Lumber located across street from PO

NADINE TREMBLAY  
Post Office Review Coordinator

Comments:

cc: Official Record



---

03/23/2011

SUBJECT: Possible Discontinuance of Post Office

The Postal Service is currently conducting an investigation concerning the possible discontinuance of the MALLORY Post Office, 13103 - 9998, located in Oswego County. Please search your records for any recent reports of mail theft or vandalism in the area.

Please enter your findings in the yellow blocks below. Once complete please click submit. You can print from above. Signatures are captured electronically.

Thank you for your assistance in this matter

NADINE TREMBLAY  
Post Office Review Coordinator  
ALBANY PFC

NBR records of mail theft or vandalism: 2

Comments/Findings:

cc: Official Record



04/06/2011

Oswego County Sheriff's Office  
Sheriff Reuel A. Todd  
39 Churchill Rd  
Oswego, New York 13126

SUBJECT: Possible Discontinuance of Post Office

The Postal Service is currently conducting an investigation concerning the possible discontinuance of the MALLORY Post Office, 13103 - 9998, located in Oswego County. Please search your records for any recent reports of mail theft or vandalism in the area.

Please return your findings in the enclosed envelope. You may use the bottom of this form to report your findings, accompanied by your signature, title, and date.

Thank you for your assistance in this matter

*Nadine Tremblay*

NADINE TREMBLAY  
Post Office Review Coordinator  
ALBANY PFC

Enclosure: Return Envelope

Nbr records of mail theft or vandalism:

X

Comments/Findings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

cc: Official Record

OSWEGO COUNTY SHERIFF'S OFFICE  
39 CHURCHILL ROAD  
OSWEGO, NEW YORK 13126

*Kimberly Threlkeld*  
*Account*  
*Clerk*  
*4/25/11*

### Post Office Survey Sheet

Post Office Name	<u>MALLORY</u>	ZIP+4	<u>13103-9998</u>
Congressional District	<u>NY - 23</u>	Date	<u>04/06/2011</u>

1. List specific information about the facility, such as structural defects, safety hazards, lack of running water or restrooms (if so, where restrooms are available), security, and other deficiencies or factors to consider.

2. Is the facility accessible to persons with disabilities? ☐ Yes ☒ No

3. Lease terms? 30-day cancellation clause? Lease expires 12/31/2011 no terminatino clause

4. Are suitable alternate quarters available for an independent Post Office? If so, where?  
Central Square

5. List potential CPO sites.  
N/A

6. Are there any postage meter customers or permit mailers? ☐ Yes ☒ No  
If yes, please identify them by name and address.

7. Which career and noncareer employees will be affected and what accommodations will be made for them?  
PM position is vacant. If there is a PMR, clerk or carriers, POOM will review vacancies elsewhere

8. How is mail received and dispatched at the office and at what times? How will this be affected by discontinuance? Will a collection box be retained? Will a locked pouch be utilized?  
HCR, only service 30 PO Boxes delivery stop would be eliminated/expanded Collection box removed if not on carriers line of travel no lock pouch

How Post Office boxes are installed?	<u>95</u>
How Post Office boxes are used?	<u>31</u>
What are the window service hours?	<u>07:00 - 10:45 M-F</u>
	<u>09:00 - 11:45 S</u>
What are the lobby hours?	<u>07:00 to 11:00 M-F</u>
	<u>09:00 to 12:00 S</u>

9. Have there been recent cases of mail theft or vandalism reported to the postmaster/OIC? Explain.  
none known

## Post Office Survey Sheet(continued)

10.	What equipment in the Post Office is not owned by the Postal Service (e.g., Post Office Boxes, furniture, safe)?	
	none known	
11.	List potential CBU/parcel lockers sites and distances from present Post Office site.	
	Lumber Mill across the street from PO	
12.	Are there any special customer needs? (People who cannot read or write, who cannot drive, who have infirmities or physical handicaps, etc.) How can these people be accommodated?	
	Handicap - customer calls and the OIC bring mail to customer car	
13.	Rural delivery/HCR delivery.	
a.	What is current evaluation?	
b.	Will this change result in the route being overburdened?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If so, what accommodations will be made to adjust the route?	Add Aux or split of needed
c.	How many boxes and miles will be added to the route?	22, box 0 Miles
d.	What would be the additional annual expense if the route is increased?	3042
e.	What is the one-time cost of CBU/parcel locker installation (id appropriate)?	0
f.	At what time of the day does the carrier begin delivery to the community?	
	Will this delivery time be affected if the office is discontinued? (Y or N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If so, how?	0
14.	Are the Post Office box fees at the facility that will provide alternative service different from those at the office to be discontinued? If so, how (Cost)? <input type="checkbox"/> More <input checked="" type="checkbox"/> Same <input type="checkbox"/> Less	



## Community Survey Sheet

### Community Survey Sheet

Post Office Name	<u>MALLORY</u>	ZIP+4	<u>13103-9998</u>
Congressional District	<u>NY - 23</u>	Date	<u>04/06/2011</u>

1. Incorporated? ☐ Yes ☒ No  
Local government provided by: Town of Hastings  
Police protection provided by: NY State Police  
Fire protection provided by: Central Square Fire Dept  
School location: Central Square School District
2. What population growth is expected? (Please document your source)  
Projected Annual Household Growth Rate: 0.13% See attached growth link
3. What residential, commercial, or business growth is expected? (Please document your source)  
Projected Annual business Growth Rate: 0.13% See attached growth link
4. History. (Are there any special historical events related to the community?  
Are there any special community events to consider?  
Is the Post Office facility a state or national historic landmark (see ASM 515.23)?  
Check with the field real estate office when verification is needed.)
5. What is the geographic/economic make-up of the community (e.g., retirees, commuters, self-employed, farmers)?  
retirees, commuters, self-employed
6. Which nonpostal services are provided by the Post Office (e.g., public bulletin board,  
school bus stop, community meeting location, voting place, government form distribution center.  
Do employees of the office offer assistance to senior citizens and handicapped)?  
What provisions can be made for these services if the Post Office is discontinued?  
Annual festival , special cancellation.

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# ZIP CODE DEMOGRAPHIC REPORT

**Post Office Name:** Mallory, NY  
**ZIP Code:** 13103

<b>Total Population:</b>		<b>Total Households:</b>	
<b>2010</b>	455	<b>2010</b>	159
<b>2015</b>	454	<b>2015</b>	160

**Projected Annual Household Growth Rate:** 0.13%

Facility Planning 2010 Dataset

**New ZIP Code Search**

| [Home](#) | [USPS Blue](#) | [Assistance](#) |

## Highway Contract Route Cost Analysis Form

### Highway Contract Route Estimated Cost for Alternative Service

Office Name: MALLORY

Office Zip+4: 13103 -9998

District: ALBANY PFC

1. Enter the number of additional boxes to be added to the route 22 x 3.64 hours per year 80.08

2. Enter the number of additional miles to be added to the route 0.00 x 10.40 hours per year 0.00

**Total time added to the route** 80.08

3. Enter the HCR hourly rate  
(Contact Area Manager, Purchasing/Contracting Officer) 35.00

**Total additional compensation (HCR hourly rate x total time added to the route)** 2,802.80

# Rural Route Cost Analysis Form

Docket: 1371555 - 13103

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## Rural Route Carrier Estimated Cost for Alternative Replacement Service

Office Name: MALLORY  
Office Zip+4: 13103 -9998 District: ALBANY PFC

- |    |   |                 |                       |                 |
|----|---|-----------------|-----------------------|-----------------|
| 1. | Enter the number of additional boxes to be added to the rural route                               | <u>22</u>       |                       |                 |
| 2. | Enter the number of additional miles to be added to the route                                     | <u>0.00</u>     |                       |                 |
|    | Enter the volume factor   | <u>2.00</u>     |                       |                 |
|    | <b>Total (additional boxes x volume factor)</b>   |                 |                       | <u>44.00</u>    |
| 3. | Enter the number of additional boxes to be added to the rural route                               | <u>22</u>       |                       |                 |
|    | Centralized boxes   | <u>0.00</u>     | x 1.00 Min            | <u>0.00</u>     |
|    | Regular L route boxes   | <u>0.00</u>     | x 1.82 Min            | <u>0.00</u>     |
|    | Regular Non-L route boxes   | <u>22.00</u>    | x 2.00 Min            | <u>44.00</u>    |
|    | <b>Total additional box allowance</b>   |                 |                       | <u>44.00</u>    |
| 4. | Enter the number of additional daily miles to be added to the rural route                         | <u>0.00</u>     | x 12 Mileage Standard | <u>0.00</u>     |
|    | <b>Total additional minutes per week</b><br>(miles carried to two decimal places)                 |                 |                       | <u>88.00</u>    |
| 5. | Total additional annual minutes (additional minutes per week year)                                | <u>88.00</u>    | x 52 Weeks            | <u>4,576.00</u> |
| 6. | Total additional annual hours (additional annual minutes/ 60 minutes per hour)                    | <u>4,576.00</u> | / 60 Minutes          | <u>76.27</u>    |
| 7. | Enter the rural cost per hour (see national payroll summary report – rural carrier, consolidated) | <u>39.89</u>    |                       |                 |
|    | <b>Total Annual Cost (additional annual hours x rural cost per hour)</b>                          |                 |                       | <u>3,042.28</u> |
| 8. | Enter lock pouch allowance (if applicable)  |                 |                       | <u>0.00</u>     |
|    | <b>Total annual cost for alternate service (annual cost minus lock pouch allowance)</b>           |                 |                       | <u>3,042.28</u> |

U.S. Postal Service POST OFFICE CLOSING OR CONSOLIDATION PROPOSAL Fact Sheet				1. Date Prepared 04/11/2011																								
2. Post Office Name MALLORY		3. State and ZIP + 4 Code NY, 13103-9998																										
4. District, Customer Service ALBANY PFC	5. Area, Customer Service NORTHEAST	6. County Oswego	7. Congressional District NY - 23																									
8. Reason for Proposal to Discontinue We can provide regular and effective service through alternate channels.		9. PO Emergency Suspend (Reason and Date) No Suspension		10. Proposed Permanent Alternate Service																								
11. Staffing		12. Hours of Service																										
a. <input type="checkbox"/> PM <input checked="" type="checkbox"/> PM Vacancy Reason & Date: was reassigned Occupied 03/31/2009 b. <input checked="" type="checkbox"/> OIC <input type="checkbox"/> Career <input type="checkbox"/> Non-Career c. Current PM POSITION Level (150)EAS-11 Downgraded from EAS-11 d. No of Clerks- 0 No of Career- 0 No of Non-Career- 0 e. No of Others- 0 No of Career- 0 No of Non-Career- 0		a. Time M-F 07:00 - 10:45 Sat 09:00 - 11:45 Total Window Hours Per Week a. Lobby Time M-F 07:00 to 11:00 Sat 09:00 to 12:00 0.00																										
13. Number of Customers Served		14. Daily Volume (Pieces)																										
a. General Delivery 0 b. P.O. Box 31 c. City Delivery 0 d. Rural Delivery 0 e. Highway Contract Route Box 0 f. Total 31 g. No. Receiving Duplicate Service 0 h. Average No. Daily Transactions 12.40		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Types of Mail</th> <th>Received</th> <th>Dispatched</th> </tr> </thead> <tbody> <tr> <td>a. First-Class</td> <td>338</td> <td>34</td> </tr> <tr> <td>b. Newspaper</td> <td>151</td> <td>4</td> </tr> <tr> <td>c. Parcel</td> <td>9</td> <td>1</td> </tr> <tr> <td>d. Other</td> <td>1</td> <td>0</td> </tr> <tr> <td>e. Total</td> <td>499</td> <td>39</td> </tr> <tr> <td>f. No. of Postage Meters</td> <td></td> <td>0</td> </tr> <tr> <td>g. No. of Permits</td> <td></td> <td>0</td> </tr> </tbody> </table>			Types of Mail	Received	Dispatched	a. First-Class	338	34	b. Newspaper	151	4	c. Parcel	9	1	d. Other	1	0	e. Total	499	39	f. No. of Postage Meters		0	g. No. of Permits		0
Types of Mail	Received	Dispatched																										
a. First-Class	338	34																										
b. Newspaper	151	4																										
c. Parcel	9	1																										
d. Other	1	0																										
e. Total	499	39																										
f. No. of Postage Meters		0																										
g. No. of Permits		0																										
Finances a. FY 2008 2009 2010		Receipts \$ 12,933 \$ 17,950 \$ 18,103	b. EAS Step 1 PM Basic Salary (no Cola) \$ 33168	c. PM Fringe Benefits (33.5% of b.) \$11,111																								
15a. Quarters																												
<input type="checkbox"/> Postal Owned <input checked="" type="checkbox"/> Leased (if Leased, Expiration Date) 12/31/2011 Annual Lease \$ 3800 30-day cancellation clause? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Evicted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if Yes, must vacate by) Located in: <input type="checkbox"/> Business <input type="checkbox"/> Home <input checked="" type="checkbox"/> Other Suitable alternate quarters available? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																												
15b. Explain: Alternate service at Central Square Post Office																												
17. Schools, Churches and Organization in Service Area: No: 0		19. Administrative/Emanating Office (Proposed):																										
		Name CENTRAL SQUARE PO EAS Level 18 Miles Away 5.4 Window Service Hours: M-F 08:30 17:00 SAT 08:30 12:00 Lobby Hours: M-F 08:00 to 17:30 SAT 08:00 to 12:00 PO Boxes Available: 234																										
18. Businesses in Service Area: No: 1 Mallor Lumber		20. Nearest Post Office (if different from above):																										
		Name CENTRAL SQUARE PO EAS Level 18 Miles Away 5.4 Window Service Hours: M-F 08:30 17:00 SAT 08:30 12:00 Lobby Hours: M-F SAT PO Boxes Available: 0																										
21. Prepared by																												
Printed Name and Title NADINE TREMBLAY		Signature NADINE TREMBLAY		Telephone No. AC () (518) 452-7080																								
PO Discontinuance Coordinator Name NADINE TREMBLAY		Location ALBANY, NY																										



**A. Office**

Name: MALLORY State: NY Zip Code: 13103  
Area: NORTHEAST District: ALBANY PFC  
Congressional District: NY - 23 County: Oswego  
EAS Grade: 11 Finance Number: 354990  
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

This form is a place holder for number 19. And the verification of new service type is complete.

Prepared by: Nadine Tremblay  
Title: ALBANY PFC Post Office Review Coordinator  
Tele No: (518) 452-4085

Date: 04/12/2011  
Fax No: (518) 464-7429



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04/26/11

OIC/POSTMASTER

SUBJECT: MALLORY Post Office

Enclosed are questionnaires addressed to customers of the MALLORY Post Office. I have also enclosed additional copies of the questionnaires for any retail or other customer who wishes to complete one. Please furnish these questionnaires to retail customers upon request. All completed forms should be forwarded to my office by 05/12/11 for further review.

Nadine Tremblay  
Post Office Review Coordinator  
Enclosures



04/25/2011

POSTAL CUSTOMER  
MALLORY POST OFFICE  
MALLORY, NY 13103

Dear Postal Service Customer:

As the Postal Service manager responsible for all Post Offices in your area, I would like your opinion concerning a possible change in the way your postal service is provided. The recommended change is tentative and will not lead to a formal proposal unless we conclude that it will provide a maximum degree of regular and effective service.

The Postmaster at the Mallory Post Office was reassigned on 03/31/2009. The Office is being studied for possible closing or consolidation for the following reasons: This is a management initiated study to determine if regular and effective service can be provided through alternate channels.

Briefly, we would like to provide pickup and delivery of your mail, as well as the sale of stamps and all other customary postal services, by rural route service emanating from the Central Square Post Office.

We estimate that carrier service would cost the Postal Service substantially less than maintaining the Post Office in your community and still provide regular and effective service. Enclosed is information about some of the services available from the carrier. Retail services are also available at the Central Square Post Office, located 5.4 miles away. Hours of service at this office are 08:30 to 10:15 and 11:15 to 17:00, Monday through Friday, and 08:30 to 12:00 on Saturday. Post Office box service is available at this location at the same fees.

SERVICES AVAILABLE FROM RURAL AND HIGHWAY CONTRACT ROUTE CARRIERS: \* Mailing Packages, \* Purchasing Stamps By Mail, \* Purchasing Postal Money Orders, \* Special Services, \* Holding Mail.

I invite you to think about a possible change to rural route service. Please return the enclosed questionnaire by 05/04/2011 using the pre-addressed envelope provided or at the community meeting.

You may, of course, want to discuss this form of service with us before drawing any conclusions. Postal representatives will be at the Mallory Post Office lobby (open house style format) arrive anytime on Wednesday, May 04, 2011 from 7:30 am to 9:30 am to answer questions and provide information about our service. You may wish to discuss and submit your questionnaire at that time.

If you have any questions, you may call Nadine Tremblay at (518) 452-4085.

Thank you for your assistance.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michelle Krul".

MICHELLE KRUL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992

Enclosures:  
Questionnaire and return envelope Summary of Post Office Change Regulations,  
Carrier delivery information CBU information sheet (when appropriate)





### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☐ NO
- b. Resetting/using postage meter ☐ YES ☐ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☐ NO
- b. Using for school bus stop ☐ YES ☐ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☐ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☐ NO
- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☐ NO

If yes, please explain:



- If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive
3. Post Office box service or general delivery service, complete this section. How do you think carrier route delivery service will compare to your current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

---

---

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

---

☐ Personal needs

---

☐ Banking

---

☐ Employment

---

☐ Social needs

---

5. Do you currently use local businesses in the community?

☐ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No

## Mailing Address

Name:

---

Address:

---

Telephone:

---

Date:

---

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.

DOCKET NO.

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4

# Notice

Services at the  
Mallory Post Office  
are being studied for possible  
discontinuance.

Postal Representatives will be at  
the Mallory Post Office Lobby,  
Mallory, NY 13103 on 05/04/2011  
from 7:30 AM to 9:30 AM to  
discuss alternative services  
available to the community, the  
service you now receive, and what  
effect officially discontinuing the  
Mallory Post Office will have on  
customers and the community.

We look forward to meeting with  
you to discuss this important  
matter.

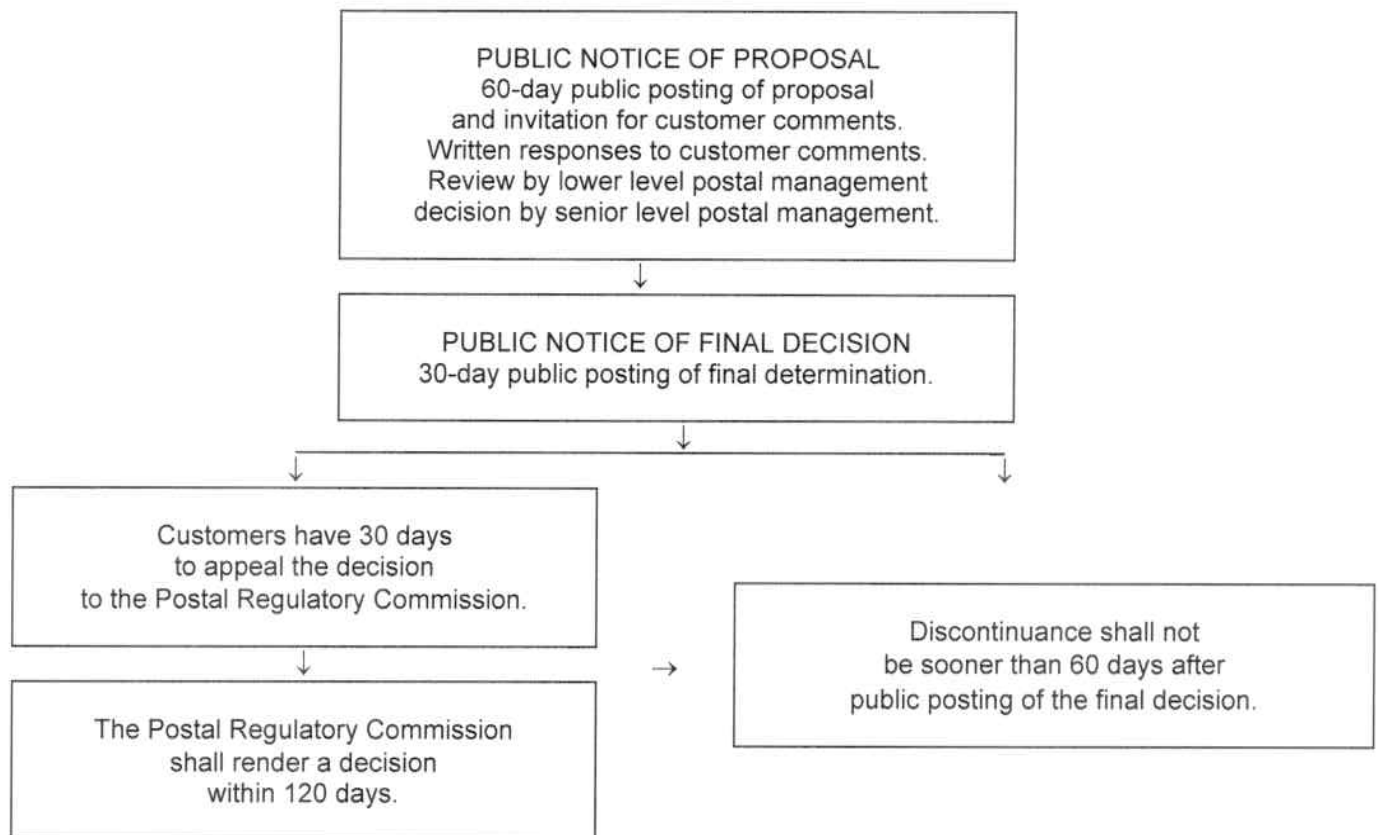
137555-13103

DOCKET NO.  UNITED STATES  
POSTAL SERVICEITEM NO. 21 SUMMARY OF POST OFFICE CHANGE REGULATIONSPAGE 5

Certain regulations based on federal law apply when postal managers propose to replace a Post Office with an alternate form of postal service. These regulations are designed to ensure that the reasons for proposing such changes in postal service are fully disclosed at a stage when customers can make helpful contributions toward a final decision. The full text of the statutory provisions appears in Title 39, *United States Code*, Section 404(b), while the implementing regulations appear in Title 39, *Code of Federal Regulations*, Part 241.3.

According to implementing regulations, an initial investigation and any subsequent formal proposal to discontinue a Post Office originate with postal field managers responsible for Post Offices in that area. The proposal must explain the services recommended as substitutes and the rationale that supports this recommendation. The written proposal is prominently posted for 60 days at affected Post Offices, along with an "Invitation for Comments," which formally invites customer comments. At the end of the 60-day comment period, additional review is made at lower and upper levels of postal management.

When a final decision is made at Postal Headquarters in Washington, DC, that decision is posted in affected Post Offices for 30 days, during which customers may appeal the decision to the Postal Regulatory Commission in Washington, DC. The Postal Regulatory Commission has 120 days to consider and decide an appeal. Even without an appeal, no Post Office may be closed sooner than 60 days after the public posting of the final decision.





### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☒ YES ☐ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☒ YES ☐ NO
- e. Other ☐ YES ☒ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☒ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?



Shopping



Personal needs



Banking



Employment



Social needs

5. Do you currently use local businesses in the community?



Yes



No

If yes, would you continue to use them if the Post Office is discontinued?



Yes



No

Name:

PATRICIA FLACK

Address:

PO Box 113

Mallory NY 13103

Telephone:

—

Date:

4/27/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



## Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO

- e. Other ☐ YES ☒ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☒ Worse

If yes, please explain:

The proposed site for my new post office box is out of my way & gas is very expensive. I am on a very limited budget. 5 miles  
Also, new change of address would be required on all my correspondence.

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

☐ Personal needs

☐ Banking

☒ Employment I work in E. Syracuse

☐ Social needs

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☒ Yes ☐ No

Name: Tamera Tiff

Address: 71 Co Rt 32, Box 38 Mallory, NY 13103

Telephone: 315-676-4686

Date: 4/29/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.





### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☒ YES ☐ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☒ YES ☐ NO
- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☒ YES ☐ NO

If yes, please explain:

Central Square Post office



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☒ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☒ Shopping

☒ Personal needs

☒ Banking

☒ Employment

☒ Social needs

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☒ Yes ☐ No

Name:

Stacy Pickett

Address:

71 Cort 32 Mallory, NY 13103

Telephone:

315-256-3748

Date:

4/29/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO

- e. Other ☐ YES ☒ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

---

---

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

---

☐ Personal needs

---

☐ Banking

---

☐ Employment

---

☐ Social needs

---

5. Do you currently use local businesses in the community?

☐ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No

Name:

---

Address:

---

Telephone:

---

Date:

---

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
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h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO

- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☒ YES ☐ NO

If yes, please explain:

closest one



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?



Shopping



Personal needs



Banking



Employment



Social needs

5. Do you currently use local businesses in the community?



Yes



No

If yes, would you continue to use them if the Post Office is discontinued?



Yes



No

Name:

Cox

Address:

469 Morey Rd Mallery 13103

Telephone:

Date:

4/27/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

a. Entering permit mailings	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
b. Resetting/using postage meter	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

#### Nonpostal Services

a. Picking up government forms (such as tax forms)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
b. Using for school bus stop	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
c. Assisting senior citizens, persons with disabilities, etc.	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

If yes, please explain:

d. Using public bulletin board	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
e. Other	<input type="checkbox"/> YES	<input type="checkbox"/> NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
------------------------------	--

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

☐ Personal needs

☐ Banking

☐ Employment

☐ Social needs

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☒ Yes ☐ No

Name: Harry + Pearl Dery

Address: 452 Co. Rt. 84 P.O. Box 41 Mallory N.Y. 13103

Telephone: \_\_\_\_\_

Date: 4/27/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.





### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☒ YES ☐ NO

If yes, please explain:

MAIL MY MOTHER-IN-LAW LETTERS

- d. Using public bulletin board ☒ YES ☐ NO
- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☒ Worse

If yes, please explain: WE TRAVEL IN OUR BUSINESS AND GET CHECKS MAILED TO US - THEY ARE SAFE IN THE POST OFFICE = WE LIKE OUR POST OFFICE, WALK THERE.

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

- ☒ Shopping CICERO
- ☒ Personal needs WALTMAN Central Square
- ☒ Banking Central Square RT 49
- ☒ Employment ALL OVER THE STATE
- ☒ Social needs SOMETIMES TO CICERO, N. SYRACUSE, SYRACUSE

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No MAYBE

Name: LARRY F. WOOD KATHLEEN AWOOD PRIESTWOOD

Address: 24 BAUM RD BOX 126, MALLORY NY 13103 CUSTOM CANVAS

Telephone: 315 676-5220

Date: 5/2/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO
- e. Other ☐ YES ☒ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☒ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☒ Shopping

☒ Personal needs

☐ Banking

☐ Employment

☒ Social needs

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☒ Yes ☐ No

Name: MALLOTT WESTBYAN CHURCH

Address: 5 BAUM RD, P.O. BOX 16, MALLOTT, NY 13103

Telephone: 315 - 676 - 4792

Date: 5/4/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☒ YES ☐ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☒ YES ☐ NO
- e. Other ☐ YES ☐ NO

If yes, please explain:

*To keep up on Community Links*

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

☒ Personal needs

Medical Apts. Synovase

☐ Banking

☒ Employment

Synovase, Upstate

☒ Social needs

Amelia to visit family

5. Do you currently use local businesses in the community?

☒ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No

Probably

Name:

Christine / David Brubaker

Address:

70 City Rte 32 PO Box 115 Mallory Ky.

Telephone:

608-2709

Date:

4/29/11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### Other Postal Services

- a. Entering permit mailings ☐ YES ☒ NO
- b. Resetting/using postage meter ☐ YES ☒ NO

#### Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☒ YES ☐ NO
- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?



Shopping

ALL OVER



Personal needs



Banking

CENTRAL SQUARE



Employment



Social needs

5. Do you currently use local businesses in the community?



Yes



No

If yes, would you continue to use them if the Post Office is discontinued?



Yes



No

Name:

MARK BUREHART

Address:

PO BOX 68

Telephone:

MA110RY, NY 13103

Date:

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.





### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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e. Pick up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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#### Other Postal Services

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- a. Picking up government forms (such as tax forms) ☐ YES ☒ NO
- b. Using for school bus stop ☒ YES ☐ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO

- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:

It would be a shame  
if you were to close this  
office



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☒ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?



Shopping



Personal needs



Banking



Employment



Social needs

5. Do you currently use local businesses in the community?



Yes



No

If yes, would you continue to use them if the Post Office is discontinued?



Yes



No

Name:

Daniel Houps

Address:

PO Box 24 Mallory NY 13103

Telephone:

(510) 259-8075

Date:

4/29-11

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



### Postal Service Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the MALLORY Post Office for each of the following:

#### Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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- b. Using for school bus stop ☐ YES ☒ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☒ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☒ NO
- e. Other ☐ YES ☒ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☒ NO

If yes, please explain:

Most patrons will be unable to attend meeting since it is during work hours for most people. Perfect plan to avoid feedback.



3. If you have carrier delivery, there will be no change to your delivery service — proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section. How will the proposed service compare to current service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

---

---

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

---

☐ Personal needs

---

☐ Banking

---

☐ Employment

---

☐ Social needs

---

5. Do you currently use local businesses in the community?

☐ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No

Name:

---

Address:

---

Telephone:

---

Date:

---

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



10/04/2011

PATRICIA FLACK  
PO BOX 113  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

A handwritten signature in dark ink, appearing to read "Maureen Hohl", written over a horizontal line.

MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

TAMERA TIFF

PO BOX 38  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.
- Customers who retain their PO Box or currently have street delivery WILL NOT be required to change their address. ONLY customers electing to close their PO Box and begin street delivery would be required to change their address, if a final determination is made to close or consolidate this office. 911 addresses are generally given by the county's 911 coordinator. The Postal Service does not establish 911 addresses. Any questions concerning your 911 address should be directed to the county's 911 coordinator.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

STACEY PICKETT  
71 COUNTY ROUTE 32  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

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Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

ANONYMOUS

NO ADDRESS  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

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Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992





10/04/2011

COX

469 MOREY ROAD  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

HARRY & PEARL DERY  
PO BOX 41  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

A handwritten signature in dark ink, appearing to read "Maureen Hohl", written over a horizontal line.

MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

LARRY F. & KATHLEEN A. WOOD

PO BOX 126  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

MALLORY WESLEYAN CHURCH

PO BOX 16  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

CHRISTINE & DAVID BRUBAKER

PO BOX 115  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

MARK BURGHART  
PO BOX 68  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

DANIEL HOUPS  
PO BOX 24  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12288-9992



10/04/2011

ANONYMOUS I

NO ADDRESS  
MALLORY, NY 13103

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the Mallory Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- There are a number of posting requirements and comment periods before any final decision or implementation would be made. All customers will have several opportunities to ask questions and make comments.

If it is determined that a discontinuance of the Mallory Post Office should be pursued, a formal proposal will be posted in the Central Square Post Office and Mallory Post Office at a later date. If you have additional questions or comments, please feel free to contact Nadine Tremblay at (518) 452-4085.

Sincerely,

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MAUREEN HOHL  
Manager, Post Office Operations  
30 Karner Rd  
Albany, NY, 12286-9992